

GHIOTTO & ASSOCIATES, INC.

Application for Employment

Please print and answer all questions

We are an Equal Opportunity Employer and a Drug Free Workplace



APPLICANT INFORMATION					
Last Name		First		M.I.	Date
Street Address				Apartment/Unit #	
City		State		ZIP	
Phone		E-mail Address			
Date Available		Social Security No.		Desired Salary	
Position Applied for		Full Time <input type="checkbox"/> Part Time <input type="checkbox"/> Temp <input type="checkbox"/>		Valid Drivers' License? YES <input type="checkbox"/> NO <input type="checkbox"/>	
Hours and Days you are available to work:				Available for Over Time? YES <input type="checkbox"/> NO <input type="checkbox"/>	
Are you a citizen of the United States?		YES <input type="checkbox"/> NO <input type="checkbox"/>		If no, authorized to work in the U.S.? YES <input type="checkbox"/> NO <input type="checkbox"/>	
Are you 18 years of age or older?		YES <input type="checkbox"/> NO <input type="checkbox"/>		Are you on layoff subject to recall? YES <input type="checkbox"/> NO <input type="checkbox"/>	
Have you ever worked for this company?		YES <input type="checkbox"/> NO <input type="checkbox"/>		If so, when?	
Have you ever been convicted of, or pled guilty, no contest or <i>non contendere</i> to a crime?		*YES <input type="checkbox"/> NO <input type="checkbox"/>		If yes, give details (date, place, offense(s), disposition, etc.)	
Have you ever been charged with a crime and either placed on a court-ordered probation, had adjudication withheld, or entered a pre-trial intervention program, or do you have any criminal charges now pending?		*YES <input type="checkbox"/> NO <input type="checkbox"/>		If yes, give details (date, place, offense(s), disposition, etc.)	
* Answering yes will not automatically prevent your consideration for employment.					
EDUCATION					
High School			City/State		
From	To	Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree
College			City/State		
From	To	Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree
Other			City/State		
From	To	Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Skills
EMPLOYMENT – REFERENCES – Please provide two.					
Company				Phone	
Address					
Full Name				Relationship	
Company				Phone	
Address					
Full Name				Relationship	

PREVIOUS EMPLOYMENT – MOST RECENT FIRST – PLEASE PROVIDE THREE

Company		Phone	
Address		Supervisor	
Job Title	Starting Salary	\$	Ending Salary \$
Responsibilities			
From	To	Reason for Leaving	

May we contact your previous supervisor for a reference? YES NO

Company		Phone	
Address		Supervisor	
Job Title	Starting Salary	\$	Ending Salary \$
Responsibilities			
From	To	Reason for Leaving	

May we contact your previous supervisor for a reference? YES NO

Company		Phone	
Address		Supervisor	
Job Title	Starting Salary	\$	Ending Salary \$
Responsibilities			
From	To	Reason for Leaving	

May we contact your previous supervisor for a reference? YES NO

MILITARY SERVICE	
Job Related Training? Describe Here	Branch

DISCLAIMER AND SIGNATURE**Please Read Carefully – Employment Application Certification**

I certify that the information provided by me for the purpose of employment is true and complete to the best of my knowledge. I understand that if I am employed, any false statements or omissions will be considered cause for dismissal. Ghiotto & Associates, Inc. is hereby authorized to conduct any verification of my personal, employment, credit records, motor vehicle records, and to receive any information from the criminal justice agency in any State. I authorize previous employers listed to give Ghiotto & Associates, Inc. or its designated agent any all facts, opinions and evaluations concerning my previous employment and any other information they may have, personal or otherwise. I release all such parties from any liability that may allegedly arise from furnishing such information to Ghiotto & Associates, Inc. including, but not limited to, any liability for defamation or invasion of privacy.

If I am offered employment, I understand that such an offer will be conditioned upon satisfactory results of a background investigation and drug screening. If my application is accepted for employment, I understand the first ninety- (90) days is an introductory period and I understand that my employment and compensation can be terminated, with or without cause or notice, at any time, regardless of the successful completion of my probationary period, at the option of either Ghiotto & Associates, Inc. or myself. I understand that no representative of Ghiotto & Associates, Inc., other than the President of the company, has any authority to enter into any agreement for employment for any specified period of time, or to make any agreement contrary to the foregoing. I certify that I have read, understand, and agree with the above.

Signature	Date
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